



SECURITY CONSIDERATIONS						
SECURITY TO BE TAKEN	LIEN POSITION	PRIMARY SECURITY	ADDITIONAL SECURITY			
<input type="checkbox"/> Crops						
<input type="checkbox"/> Livestock						
<input type="checkbox"/> Equipment						
<input type="checkbox"/> Real Estate						
<input type="checkbox"/> Other:						
VALUE OF SECURITY						
TYPE OF SECURITY	APPRAISAL DATE	LOAN VALUE	PRIOR DEBT (INC. FSA'S)	PROPOSED FSA, OTHER DEBT	EQUITY	VALUE USED FOR LOAN CLASSIFICATION
Chattels						
Real Estate						
Crops, Lvst On Hand						
Crops, Lvst Projected						
Chattels Acquired						
Other						
TOTAL						
<b>IS SECURITY ADEQUATE(?)</b> <input type="checkbox"/> YES <input type="checkbox"/> NO <b>LOAN TO VALUE CALCULATIONS:</b> $[\text{LOAN VALUE} \div (\text{TOTAL EXISTING DEBT} + \text{PROPOSED LOAN})] \times 100$ <div style="text-align: center;">150% RULE FOR D-OLs IS MET <input type="checkbox"/>      NOT MET <input type="checkbox"/></div>						
<b>UCC/EFS:</b> List Security that is to be excluded on UCC/EFS-1 or the Amendment from standard language: <hr/>						
<b>COUNTIES TO BE LISTED ON EFS:</b> _____						
<input type="checkbox"/> <b>WRITTEN FARM ASSESSMENT ATTACHED</b> including: 1. Type of operation, 2. Goals, 3. Real estate and facilities, 4. Chattel property, 5. Farm business organization & key personnel, 6. Historical performance & financial data (including recordkeeping), 7. Projected budget, 8. Planned changes, 9. Ability to obtain guaranteed credit, and 10. Supervision and training.						
<input type="checkbox"/> <b>PROPOSED LOAN CLOSING REQUIREMENTS COMPLETED IN PART IV</b>						
RECOMMEND BY: _____ DATE: _____ APPROVAL OFFICIAL'S COMMENTS: _____ _____ <div style="display: flex; justify-content: space-around;"> <input type="checkbox"/> Approved             <input type="checkbox"/> Rejected             <input type="checkbox"/> Proposed closing requirements reviewed &amp; completed in Part IV           </div>						
APPROVAL OFFICIAL'S SIGNATURE: _____ DATE: _____						

## FARM LOAN PROGRAMS - DIRECT LOANS

APPLICANT'S NAME: \_\_\_\_\_

**PART II ITEMS REQUIRED FROM APPLICANTS FOR A COMPLETE APPLICATION**

Date By (Required for Chattel or Real Estate Loan, indicated by CH or R)  
 Received Whom

- \_\_\_\_\_ CH,R (1) Written request for priority consideration from prevailing claimant under Consent Decree (Date received)
- \_\_\_\_\_ CH,R (2) Exhibit A to 1910-A, Letter requesting information needed for a complete Farm Loan Program application. (Date sent to applicant)
- \_\_\_\_\_ CH,R (3) Form FSA 410-1, "Request For Direct Loan Assistance."
- \_\_\_\_\_ CH,R (4) If the application is from a corporation, cooperative, partnership, or joint operation:
- \_\_\_\_\_ CH,R (A) Complete list of members, stockholders, partners and/or joint operators, showing address and percentage of co-ownership.
- \_\_\_\_\_ CH,R (B) A current personal financial statement from each member/stockholder/partner, or joint operator.
- \_\_\_\_\_ CH,R (C) Bylaws, Articles of Incorporation, Partnership Agreement, or Joint Operating Agreement.
- \_\_\_\_\_ CH,R (D) If a corporation, "Certificate of Current Registration" (Goodstanding) with Secretary of State's Office.
- \_\_\_\_\_ CH,R (E) A resolution adopted by the board of directors, members, or stockholders authorizing specific officers of the corporation, cooperative, partnership, or joint operation to apply for and obtain the desired loan, and execute the required debt, security and other instruments.
- \_\_\_\_\_ CH,R (5) Evidence of inability to obtain conventional credit.
- \_\_\_\_\_ CH,R (6) Copies of the last five year's income tax records from the applicant.
- \_\_\_\_\_ CH,R (7) Copies of the last five year's financial statements.
- \_\_\_\_\_ CH,R (8) Copies of the last five year's production information.
- \_\_\_\_\_ CH,R (9) A brief narrative of the applicant's farm training and/or experience and background of the individual members, if an entity applicant. (NEW Applicants Only)
- \_\_\_\_\_ CH,R (10) A brief narrative describing the proposed operation, size, and financial needs of the proposed operation. (NEW Applicants Only)

## Oregon Notice FLP-94

### Exhibit 1

- \_\_\_\_\_ CH,R (11) Form RD 1910-5, "Request for Verification of Employment," if applicant employed
- \_\_\_\_\_ CH,R (12) Form FmHA 431-4, "Business Analysis NonAgricultural Enterprise," for nonfarm income.
- \_\_\_\_\_ CH,R (13) A projection of income, expenses, and debt repayment on Form FSA 431-2, "Farm and Home Plan."
- \_\_\_\_\_ CH,R (14) Monthly cash flow statement for annual operating loans and others as needed based on current Farm and Home Plan.
- \_\_\_\_\_ CH,R (15) Form RD 440-32, "Statement of Debts and Collateral," for all debt other than FSA. Forms must have complete addresses of creditors and be signed by the applicant. Applicant's account numbers should also be listed on the form. Required for all debts of more than \$1,000.
- \_\_\_\_\_ CH,R (16) Verification of receivables and crops on hand including warehouse receipts.
- \_\_\_\_\_ CH,R (17) A legal description of all real property and, if leased land is part of the operation, a copy of all leases. If there is no lease available, the terms of the lease should be documented and signed by the borrower.
- \_\_\_\_\_ R (18) Earnest money agreement for proposed farm purchase.
- \_\_\_\_\_ CH,R (19) Form AD 1026A, attached to either Form AD 1026 or AD 1026-U and completed by FSA. Required only if changes have occurred on prior year's AD 1026 and 1026-U.
- \_\_\_\_\_ CH,R (20) Form SCS-CPA-26, "Highly Erodible Land and Wetland Conservation Determination," completed by NRCS (for each tract of land identified on Form AD 1026A. **(NOTE:** If this form has previously been provided to FSA, it need not be provided again unless there is a change in property or a change in previous information. The AD 1026 and accompanying Form AD 1026A will be used to determine if a change has occurred).
- Location of SCS-CPA026:\_\_\_\_\_ Borrower Case File:\_\_\_\_\_ Tract File:\_\_\_\_\_
- \_\_\_\_\_ CH,R (21) List of credit references with complete addresses and account numbers (required for New Applicants).
- \_\_\_\_\_ CH,R (22) "Authorization to Release Information," Exhibit 1 to Oregon Notice FLP-47, unless on file.
- \_\_\_\_\_ CH,R (23) Provide a credit report fee of \$\_\_\_\_\_ payable to FSA. (Required for new applicants)
- \_\_\_\_\_ CH,R (24) Evidence of CAT insurance or waiver for insurable crops.
- \_\_\_\_\_ CH,R (25) Form FmHA 1940-38, "Request For Lender's Verification of Loan Application," **(EM ONLY)**.

## Oregon Notice FLP-94

### Exhibit 1

- \_\_\_\_\_ CH,R (26) Form FmHA 1945-22, "Certification of Disaster Loss." (**EM ONLY**)
- \_\_\_\_\_ CH,R (27) Evidence of at least minimum insurance coverage on property (not crops) when physical loss loans are sought (**EM ONLY**).
- \_\_\_\_\_ CH,R (28) Form FmHA 1945-29, "ASCS Verification of Farm Acreage, Production, and Benefits," (**EM ONLY**)
- \_\_\_\_\_ CH,R (29) Form FmHA 1924-1, "Development Plan," drawings, and specifications if development is proposed.
- \_\_\_\_\_ CH,R (30) Form FmHA 1924-27, "Request For Waiver Of Borrower Training Requirements," (if waiver requested).
- \_\_\_\_\_ CH,R (31) Form SF 3881, "ACH Vendor/Miscellaneous Payment Enrollment Form," voided check or SF-1199A, "Direct Deposit Sign-up Form," if already on file for electronic funds transfer disbursements.
- \_\_\_\_\_ CH,R (32) Form FSA 1941-1 OR, "Representations For Loan and Authorization To File Financing Statements And Related Documents."

After receipt of **ALL** completed forms and information required of the applicant, and when Forms FmHA 440-32, "Statement of Debts and Collateral," are received from creditors and the credit report is received from the credit bureau, the application will be considered complete. The FSA approval or disapproval must be given within 60 days of this date.

### **PART III FSA ACTION AFTER RECEIPT OF FORM FSA 410-1**

- | <u>Date</u> | <u>By Whom</u> | (Required for Chattel or Real Estate Loan, indicated by CH, or R.)   |
|-------------|----------------|--|
| _____       | _____          | CH,R (1) When Form FSA 410-1 is received, post the application to the application card (1905-4) and complete Item 28 Form FSA 410-1 and enter in MAC.  |
| _____       | _____          | CH,R (2) Review ADPS civil rights database for listing & entitlement when priority consideration requested. Place copy of screen in applicant's file, Position 3.  |
| _____       | _____          | CH,R (3) Check Item 21 of Form FSA 410-1 for identified relationship or association with FSA employees. For those identified sent Guide Letter 1900-D-2.   |
| _____       | _____          | CH,R (4) Review current/past debt inquiry system, borrowers cross-reference inquiry system, and Farm Programs claims report to determine any previous debt forgiveness and past FSA loan history and credit worthiness. Place copies of screens in applicant's file, Position 3. (Required for new applicants) |

**Oregon Notice FLP-94**

**Exhibit 1**

- \_\_\_\_\_ CH,R (5) CAIVRS report order for applicant(s) and all individual members of entities.
- \_\_\_\_\_ CH,R (6) If all of the required application forms have NOT been received, send FmHA Guide Letter 1910-A-1 (20 day letter) to the applicant and request forms and information needed within 10 days after receipt of an application.
- \_\_\_\_\_ CH,R (7) If the necessary information is not received from the applicant within 20 calendar days after the date of the first notification of an incomplete application, send FmHA Guide Letter 1910-A-2 (10 day letter) requesting the needed information for a complete application.
- \_\_\_\_\_ CH (8) Obtain unofficial lien search on applicant, assumed business names, etc.
- \_\_\_\_\_ CH,R (9) Obtain unofficial business registry search on assumed business names, entities, etc.
- \_\_\_\_\_ CH,R(10) Mail Form FmHA 440-32, "Statement of Debts and Collateral," to other creditors. Form FmHA 440-32 is not required to be sent to a creditor when FSA has verified the debt and collateral by telephone and the phone call is documented on Form FmHA 440-32. Nor are they required when the applicant provides a copy of the latest monthly statement from the creditor and all necessary information is on that statement.

(Optional Tracking)  
Creditor Name

Date Form FmHA 440-32 Returned

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

- \_\_\_\_\_ CH,R (11) Order credit report (required for new applicants or in conjunction with 1951-S servicing request).
- \_\_\_\_\_ CH,R (12) Credit report received, if ordered.
- \_\_\_\_\_ CH,R (13) CAIVRS report received. Place report(s) in Position 3 of the case file.
- \_\_\_\_\_ CH,R (14) Input required information on the EFT database system for electronic disbursements unless waived by credit official.

**PART IV FSA ACTIONS AFTER RECEIPT OF COMPLETED APPLICATION**

After receipt of ALL completed forms and information required of the applicant and when Forms FmHA 440-32, "Statement of Debts and Collateral," are received from creditors and the credit report is received from the credit bureau, the application will be considered complete. FSA approval or disapproval must be given within 60 days of this date.

By \_\_\_\_\_ (Required for Chattel and Real Estate Loan, or Subordination, indicated by CH, R, or S.)  
 Date \_\_\_\_\_ Whom \_\_\_\_\_

\_\_\_\_\_ CH,R,S (1) Document here the date of complete application and post this date to the application card. This is the date the last required document is received including the verification of all debts.

DATE OF COMPLETE APPLICATION: \_\_\_\_\_

\_\_\_\_\_ CH,R (2) Notify the applicant that a complete application has been received by sending FmHA Guide Letter 1910-A-3.

\_\_\_\_\_ CH,R (3) Credit official to complete eligibility certification and borrower training requirements on Form FmHA 440-2, "County Committee Certification or Recommendation," within 30 days of a complete application.

\_\_\_\_\_ CH,R (4) Within 5 days after the eligibility determination, notify the applicant of the eligibility determination and training requirements.

\_\_\_\_\_ CH,R (5) Form FmHA 1945-26, "Calculations of Actual Losses," (**EM ONLY**).

\_\_\_\_\_ CH (6) Date of Last Field Visit (one must have been done within the last year): \_\_\_\_\_

\_\_\_\_\_ CH,R (7) Cross-check FSA records to verify AMTA, LDP, and other FSA payments.

\_\_\_\_\_ CH (8) For Chattel loans: If debts are to be refinanced or if an initial applicant or if existing appraisal exceeds 2 years, prepare Form FmHA 440-21, "Chattel Appraisal."

\_\_\_\_\_ CH,R (9) Complete 5 year historical spreadsheet (Form FmHA-OR 1924-21, "Historical Income, Expenses, and Production," or equivalent). Required.

\_\_\_\_\_ CH,R (10) Complete Form FmHA 1960-12, "Financial and Production Farm Analysis Summary."

\_\_\_\_\_ R (11) For real estate loans, order a real estate appraisal.

\_\_\_\_\_ R (12) Real estate appraisal report received.

\_\_\_\_\_ CH,R (13) Review and revise Form FmHA 431-2, "Farm and Home Plan," as needed with Applicant. Be sure it is complete, automated, signed, dated and contains key management practices.

\_\_\_\_\_ CH,R (14) Obtain signatures and funds for lien filings and official searches (State/County) if approval appears likely.

- \_\_\_\_\_ CH,R (15) Complete written analysis of the feasibility of the operation by use of attached farm assessment.
- \_\_\_\_\_ CH,R (16) Document the availability of other credit through the use of Exhibit A to FmHA Instruction 1951-F.
- \_\_\_\_\_ CH,R (17) Complete record-keeping checklist (Exhibit 1 to Oregon Notice FC-16).
- \_\_\_\_\_ CH,R (18) Complete Form FmHA 1962-1, "Agreement For the Use of Proceeds/Release of Chattel Security." The period covered by the 1962-1 must match the period of Form FmHA 431-2, "Farm and Home Plan," and must be in ink.
- \_\_\_\_\_ CH,R (19) Prepare Form FmHA 1940-22, "Environmental Checklist for Categorical Exclusions." Complete Form FmHA 1940-21, "Environmental Assessment for Class 1 Action," or a Class II Assessment, if appropriate.
- \_\_\_\_\_ CH,R (20) Prepare FEMA Form 81-93, Standard Flood Hazard Determination, for loans where real estate is taken as security (maybe attached to RE appraisal report).
- \_\_\_\_\_ CH,R (21) Prepare and complete a TSQ and Exhibit 1 to Notice EQ-103 when real estate is taken as security.
- \_\_\_\_\_ CH,R (22) Notify applicant of approval by sending Form RD 1940-1, "Request for Obligation of Funds." If disapproved, prepare letter with appeal rights. List security requirements and loan purpose on the back of Form RD 1940-1.
- \_\_\_\_\_ CH,R (23) If loan is approved, send Exhibit C of 1910-A, "Farmer Program Borrower Responsibilities."
- \_\_\_\_\_ CH,R (24) If highly erodible lands and wetlands are present, send Guide Letter 1940-G-1 to applicant with Form FmHA 1940-1.
- \_\_\_\_\_ CH,R (25) If loan funds are not available within 15 days of loan approval, write a letter to the applicant explaining the situation, advising that the application will be held until the funds are available. This letter must be sent by certified mail, return receipt.



**CLOSING REQUIREMENTS**

Date      Check if  
Obtained   Required

- \_\_\_\_\_ ( ) UCC-1 and EFS-1 (Secretary of State)  
 \_\_\_\_\_ ( ) Financing Statement (fixtures) UCC-1A (County)  
 \_\_\_\_\_ ( ) Financing Statement (fixtures) UCC-1 (Secretary of State)  
 \_\_\_\_\_ ( ) UCC and EFS Lien Search (Secretary of State) required if a lien search is not currently in the file, or any time that crops are added.  
 \_\_\_\_\_ ( ) Amend or Continue Financing Statement (Secretary of State)  
 \_\_\_\_\_ ( ) Amend or Continue Financing Statement (County)  
 \_\_\_\_\_ ( ) Crop Insurance/Assignment of Indemnity  
 \_\_\_\_\_ ( ) Update EFT database for electronic funds transfer  
 \_\_\_\_\_ ( ) Supervised Bank Account: Form RD 402-1, "Deposit Agreement," Signature Card, Blank Check Booklet, Deposit Slip and Check, RD FmHA 402-2, "Supervised Bank Account Sheet" (1902- A). Name of Bank \_\_\_\_\_  
 \_\_\_\_\_ ( ) Obtain Title to Vehicles, Trailers Specify: \_\_\_\_\_  
 \_\_\_\_\_ ( ) FSA Assignment Specify: \_\_\_\_\_AMTA\_\_\_\_\_CRP\_\_\_\_\_CLDAP\_\_\_\_\_MLA\_\_\_\_\_Other  
 \_\_\_\_\_ ( ) Obtain Brand Card for File  
 \_\_\_\_\_ ( ) Brand Certificate, Bill of Sale  
 \_\_\_\_\_ ( ) Machinery Bill of Sale  
 \_\_\_\_\_ ( ) Restructuring, Reamortization and Extension Agreement  
 \_\_\_\_\_ ( ) Preliminary Title Report  
 \_\_\_\_\_ ( ) Insurance: Fire and extended coverage ( ) Flood ( ) Chattels ( ) Other ( )  
 \_\_\_\_\_ ( ) Title Insurance (mortgagees policy)  
 \_\_\_\_\_ ( ) Form FmHA 426-2, "Property Insurance Mortgage Clause," or equivalent loss clause  
 \_\_\_\_\_ ( ) Form FSA 440-13, "Report of Lien Search" (County)  
 \_\_\_\_\_ ( ) Form FSA 440-4A, "Security Agreement"  
 \_\_\_\_\_ ( ) Form RD 440-15, "Security Agreement" (if no crops or livestock)  
 \_\_\_\_\_ ( ) Form FSA 441-5, "Subordination Agreement" if required from other lienholders to FSA  
 \_\_\_\_\_ ( ) Form FmHA 441-8, "Assignment of Proceeds from the Sale of Agricultural Products"  
 \_\_\_\_\_ ( ) Form FmHA 441-10, "Nondisturbance Agreement"  
 \_\_\_\_\_ ( ) Form FmHA 441-12, "Agreement for Disposition of Jointly Owned Property"  
 \_\_\_\_\_ ( ) Form FSA 441-18 "Consent to Payment of Proceeds from Sale of Agricultural Products"  
 \_\_\_\_\_ ( ) Form RD 441-25, "Dairy Assignment"  
                     Who Assignment to: \_\_\_\_\_  
                     Amount of Assignment: \$ \_\_\_\_\_  
 \_\_\_\_\_ ( ) Form FmHA 460-9, "Assumption Agreement – Same Terms Eligible Transferee"  
 \_\_\_\_\_ ( ) Form FmHA 1924-23, "Agreement To Complete Training"  
 \_\_\_\_\_ ( ) Form FmHA 1927-1 OR, "Real Estate Mortgage" (on all real property and fixtures)  
 \_\_\_\_\_ ( ) Form RD 1927-4, "Transmittal of Title Information"  
 \_\_\_\_\_ ( ) Form RD 1927-5, "Affidavit Regarding Work of Improvement"  
 \_\_\_\_\_ ( ) Form FSA-OR 1927-5, "Subordination Agreement in Favor of the Government"  
 \_\_\_\_\_ ( ) Form FSA-OR 1927-8, "Contract Modification"  
 \_\_\_\_\_ ( ) Form RD 1927-15, "Loan Closing Instructions/Loan Closing Statement"  
 \_\_\_\_\_ ( ) Form FSA 1940-17, "Promissory Note"  
 \_\_\_\_\_ ( ) Form FmHA 1965-13, "Assumption Agreement – Farmer Program Loans"  
 \_\_\_\_\_ ( ) Form FS 220-13, "Escrow Waiver of Term Grazing Privileges" (Forest Service permits)  
 \_\_\_\_\_ ( ) BLM Notice of Lienholders Interest (BLM permit)

**OTHER FORMS THAT MAY BE REQUIRED**

- \_\_\_\_\_ ( ) Form RD 400-1, "Equal Opportunity Agreement"
- \_\_\_\_\_ ( ) Form RD 400-3, "Notice to Contractors and Applicants"
- \_\_\_\_\_ ( ) Form RD 400-4, "Assurance Agreement"
- \_\_\_\_\_ ( ) Form RD 400-6, "Compliance Statement"
- \_\_\_\_\_ ( ) Form FmHA 431-4, "Business Analysis - Nonagricultural Enterprise"
- \_\_\_\_\_ ( ) Form RD 440-9, "Supplementary Payment Agreement"
- \_\_\_\_\_ ( ) Form FmHA 440-26, "Consent and Subordination Agreement"
- \_\_\_\_\_ ( ) Form FSA 440-34, "Option to Purchase Real Property"
- \_\_\_\_\_ ( ) Form FSA 440-35, "Acceptance of Option"
- \_\_\_\_\_ ( ) Form FmHA 440-45, "Nondiscrimination Certificate" (Individual Housing)
- \_\_\_\_\_ ( ) Form FmHA 440-58, "Estimate of Settlement Costs"
- \_\_\_\_\_ ( ) Form FSA 441-10, "Nondisturbance Agreement"
- \_\_\_\_\_ ( ) Form FSA 441-13, "Division of Income and Nondisturbance Agreement"
- \_\_\_\_\_ ( ) Form FSA 441-17, "Certification of Obligation to Landlord"
- \_\_\_\_\_ ( ) Form FSA 441-18 "Consent to Payment of Proceeds from Sale of Agricultural Products"
- \_\_\_\_\_ ( ) Form FmHA 443-16, "Assignment of Income from Real Estate Security"
- \_\_\_\_\_ ( ) Form FmHA 443-17, "Agreement to Sell Nonessential Real Estate"
- \_\_\_\_\_ ( ) Form FSA 1922-2, "Supplemental Report - Irrigation, Drainage, Levee and Minerals"
- \_\_\_\_\_ ( ) Form FSA 1922-3, "Map of Property"
- \_\_\_\_\_ ( ) Form FSA 1922-10, "Appraiser's Worksheet - Farm Tract (Study of Comparable Properties)"
- \_\_\_\_\_ ( ) Form FSA 1922-11, "Appraisal for Mineral rights"
- \_\_\_\_\_ ( ) Form RD 1924-2, "Description of Materials"
- \_\_\_\_\_ ( ) Form FmHA 1924-3, "Service Building Specifications"
- \_\_\_\_\_ ( ) Form RD 1940-20, "Request for Environmental Information"
- \_\_\_\_\_ ( ) Form FmHA 1940-21, "Environmental Assessment for Class I Action"
- \_\_\_\_\_ ( ) Form FmHA 1940-38, "Request for Lender's Verification of Loan Application"
- \_\_\_\_\_ ( ) Form FmHA 1940-51, "Crop-Share-Cash-Farm Lease"
- \_\_\_\_\_ ( ) Form FmHA 1940-53, "Cash Farm Lease"
- \_\_\_\_\_ ( ) Form FmHA 1940-55, "Livestock-Share Farm Lease"
- \_\_\_\_\_ ( ) Form FSA 1940-56, "Annual Supplement to Farm Lease"
- \_\_\_\_\_ ( ) Form FmHA 1940-59, "Settlement Statement"
- \_\_\_\_\_ ( ) \_\_\_\_\_
- \_\_\_\_\_ ( ) \_\_\_\_\_
- \_\_\_\_\_ ( ) \_\_\_\_\_

**FOLLOW UP AFTER CLOSING**

Date By  
Completed Whom

_____	_____	Post to Applicant Card (Closed) & Management System Card
_____	_____	Post and update MRS (or MAC) workload scheduling including follow-ups for analysis, LR reviews, UCC continuations, field visits, etc.
_____	_____	Post to MAC from supervision section of the Farm Assessment, Tables C & K of Farm & Home Plan, and the Running Record
_____	_____	Post Installment Information to MAC & management system card
_____	_____	Follow up to obtain copies of termination statements
_____	_____	Follow up of Return of Vehicle Titles from DMV or Lienholders
_____	_____	Post MAC with 10 month follow up for new 1962-1 & management system card
_____	_____	Input 8M transaction (Limited Resource Review)
_____	_____	Complete Form FmHA 2006-20, "Classification of Loan" & input 8N transaction (Classification)
_____	_____	Post Borrower Training Tally Card & MAC
_____	_____	Post Assessment Tally Card & MAC
_____	_____	Post Record Keeping Tally Card
_____	_____	Update civil rights database (State Office only)
_____	_____	_____
_____	_____	_____
_____	_____	_____

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